Meeting of the Board of Trustees  
Rundel Memorial Building, Board Room  
September 16, 2019  
Minutes


Trustees Excused:  J. Lovenheim, S. Stockman,

Staff and Guests:  County law liaison D. Crumb; FFRPL liaisons N. Davis & S. Lusignan; staff members B. Brinkman, B. Harrison, J. Lenio, P. Uttaro, D. Mansour

Call to Order
Ms. D’Aurizio called the meeting to order at 12:15 pm, confirmed that a quorum was present, and welcomed trustees and guests.

Meeting Minutes
A MOTION WAS MADE BY Ms. Thompson AND SECONDED BY Mr. Knapp to approve the minutes of the meeting on August 19, 2019, as presented (Documents Book). THE MOTION PASSED with Mr. Wolf abstaining.

Claims
Ms. Harrison called attention to the financial claims included with the packet (Documents Book), reviewed highlights, and answered questions. A MOTION WAS MADE BY Ms. Shelly AND SECONDED BY Mr. Wolf to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

Monroe County Capital Improvement Program (CIP) 2021-2026 Request
Ms. Harrison reviewed the Monroe County Capital Improvement Program (CIP) 2021-2026 Request. She explained that the County has requested the library move from bond utilization to the use of cash capital. In addition, this will change from a cyclical funding model to a flat model. The library will benefit from a moderate increase while also eliminating borrowing interest. A MOTION WAS MADE BY Mr. Wolf AND SECONDED BY Ms. Shelly to approve the Monroe County Capital Improvement Program (CIP) 2021-2026 as presented. THE MOTION PASSED UNANIMOUSLY.

Rochester Public Library Board of Trustees (RPL)
Mr. Wolf updated the group that at the RPL Board meeting there were five action items: approval of the allocations of the 2018-2019 annual campaign proceeds, approval of an e-security agreement with KnowBe4, approval of tutoring agreements, approval of a Food for Fines event at the Lyell Branch, and approval of a Fine Arts Gift policy with some modifications made at the meeting.

Friends and Foundation of RPL (FFRPL)
Mr. Davis offered to answer any questions on his written report (Documents Book) and then invited Susan Lusignan to provide an update on the Fringe Festival events. Ms. Lusignan reported that both River to Roof Tours on Saturday were sold out and the upcoming Saturday tours are on track to sell out. The Spooky
Stories in the Stacks was also very successful with excellent feedback from attendees. Additionally, there was strong attendance at a free concert and the Silent Reading Party.

**Rochester Regional Library Council (RRLC)**
Dr. Knapp updated everyone that RRLC has welcomed Emily Lohman as a new Board member. The search for new office space is still ongoing. RRLC also approved a clean audit report. They modified the internship program options. Lastly, they discussed the impact of the 2020 Census on New York State and the role of libraries in the census count.

**Director’s Report**
Ms. Uttaro offered to answer questions on her written report (Documents Book). She answered several questions and then gave some highlights from her report. Specifically, she shared that MCLS purchased 100 "Lucky Day" titles through Overdrive and each of the titles was checked out within 24 hours of being available. This is significant in light of the impending limitations of e-content for libraries from McMillian publishing. Other publishers are expected to follow suit. Both the American Libraries Association and the Urban Libraries Council are advocating for the publishers to change course. Circulation statistics in the MCLS bear out that demand for e-content is increasing while demand for print material is decreasing.

Lastly, she asked the trustees who volunteered to work on a review of the Fund Balance Policy to please speak with Ms. Harrison after the meeting to move the process along.

**MCLS Services/Central Library Reports**
Ms. Lenio reported that three state construction grant applications have been received so far from the Chili Public Library for their new library, the Webster Public Library for an HVAC system, and the Greece Public Library for an expansion of their children’s room.

**Town Libraries**
Ms. Brinkman pointed out that Terry Buford, Director is retiring from the Irondequoit Public Library and offered to answer any questions on her written report (Documents Book).

**Other Business**
Ms. Harrison shared that Linda Root is retiring from the library after 32 years of service. A MOTION WAS MADE BY Ms. Thompson AND SECONDED BY Mr. Wolf to present Ms. Root with a letter of commendation from the Board on the occasion of her retirement. THE MOTION PASSED UNANIMOUSLY.

**Adjournment**
A MOTION WAS MADE BY Mr. Wolf AND SECONDED BY Mr. Yust to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY and the meeting was adjourned at 1:08 pm

Respectfully submitted,
Patricia Uttaro, Secretary